

Minutes: Metering Systems and Meter Reading Subcommittee Meeting

**Wednesday, November 15, 2000, 9:00 a.m.
Arizona Public Service – 400 N. 5th St. 2nd Floor, Conference Room 2 North, Phoenix, Arizona**

	Topic	Lead	Outcome	Att.
1	Welcome, introductions, sign-in	Stacy Aguayo	Stacy started meeting by asking everyone to introduce themselves. Sign in sheet was passed around. It was announced that Staff will no longer attend meetings due to their work load. Minutes will be taken by Subcommittee member. Handouts are available at the door.	
2	Approval of minutes from October 25, 2000, meeting	Stacy Aguayo	Minutes from October 25, 2000 subcommittee meeting were reviewed and approved.	
3	External Devices	Stacy Aguayo	APS confirmed that their position remains that external devices may be used but can not be powered off of the APS test switch. APS has specific installation requirements that must be followed for external devices. APS is continuing to look at possible options to allow powering off the test switch as a possible option. Stacy discussed the issues APS is faced with on making a final decision for this issue.	
4	Discuss Equipment Purchase Authorization (EPA) form	Stacy Aguayo	Ken Grove was to provide a proposal for handling the EPA when the customer owns the meter/equipment. The group discussed that the rule tweaking package states that a customer cannot own CTs or VTs. Ken was not at the meeting. Deferred to the November 29 th meeting.	
5	Review data element document (Meter Forms Packet) for direct access to bundled services switch	Stacy Aguayo	<p>The group reviewed and discussed the meter form packet. Darrel Pichoff provided the abbreviations for coops not previously known. Janie Mollon requested the instructions for returning the unsigned EPA form be stated in the General Information of the EPA form overview. She also suggested that language be added stating what happens when timing requirements are not met or state where to find this information. It was suggested to change wording for the MIRN Field Definition for number of IDR channels programmed for the meter at the site to number of IDR channels utilized for the meter at the site. Janet Henry suggested the formulas for pulsing constants be stated in the Field Definitions. Rick Molina provided a definition paper for KYZ Output and Meter Pulse Ke. He suggested the kWhc be provided by the MSP. Janet Henry suggested a definition of Ke and an additional Field for Scaling Factor be added and defined. She also suggested the formula for Ke be stated in the Field Definition. Janet is to research where the scaling factor is stated as an industry standard for the final value for each pulse to the internal recorder of the meter. The group discussed if all pulse information should be stated and defined on the MIRN and EMI or just the kWhc for each pulse. Scheduled for further discussion in for November 29th meeting. The Document will be sent out for final comments on November 17th. Comments are due back to Stacy Aguayo by November 28th or at the November 29th metering meeting.</p> <p>The metering group will vote on November 29th to pass the document to the policy group for approval on December 4th.</p>	
6	Review of draft UDC Business Rule document for direct access to bundled service	Stacy Aguayo	The group reviewed the draft UDC Business Rule Document for process 1 and 2. Changes were made to the document. The Business Rule Document will be sent out for final review with the minutes. Comments are due back to Stacy Aguayo by November 28 th or at the November 29 th metering meeting.	

	Topic	Lead	Outcome	Att.
7	Discuss start read positions	Stacy Aguayo	Tony Gillooly stated TEP's position on start reads. Meter exchanges are to start out at zero. Jenine Schenk stated APS's policy for meter exchanges and starting reads. Single phase routine or rate change meters are not required to start at zero. SRP all meters are required to start at zero. Axon agrees that all meters start at zero. CUC does not require any meters to start at zero. Trico still under review.	
8	KW Decimal place discussion	Stacy Aguayo	The group discussed how many decimal places are needed for the kW display. Issue 91 & 64. The group discussed if a kW read was obtained from a meter in the field the read would not be accurate due to the fact the demand is not reset on the billing cycle. Any reads put in CIS systems would not matter since they are not being billed by the UDC. It was also decided by the group that this was not an issue.	
9	Definition of timing requirements within the Business Rule Document	Stacy Aguayo	UDC's were not prepared to discuss the definitions of "within ___ days of..." "___ days prior to..." Etc. This is on agenda for 11-29 metering meeting. The group discussed the use of the wording for Business days and Working days. The group agreed to use Business Days in the Business Rules and Meter Forms Packet Documents.	
10	Electronic Signatures	Stacy Aguayo	TEP stated their legal department is looking into the acceptance of electronic signatures should have an answer by the 11-29 meeting. The group discussed the reason for electronic signatures and it's purpose with the EPA forms. The metering group requires a signature for the EPA. This issue will be presented to the Policy group meeting on December 4 th as an action item assignment to a group for resolution on this issue since this will impact other groups as well.	
11	UDC removal of non-UDC owned equipment	Stacy Aguayo	SRP and all Coops except Trico are still pending.	
12	Discuss staff's decision on standard offer customer owning meters/equipment.	Stacy Aguayo	This issue is being handled in the Policy group.	
13	Discussion of future work	Stacy Aguayo	Moved to 11-29 meeting agenda	
14	Identify items to refer to the Policy Meeting	Stacy Aguayo	Electronic signatures.	
15	Review of Metering Issues List	Stacy Aguayo	The group reviewed the metering portion of the master issue list and updated the status of metering issues.	
16	Set agenda for next meeting	Stacy Aguayo	The agenda for the next meeting was created.	
17	Feedback of Meeting from Subcommittee	Stacy Aguayo	Participants gave feedback about the meeting.	
18	Adjourn Meeting	Stacy Aguayo	This meeting was adjourned.	

Attachment 1 - Metering Systems and Meter Reading Subcommittee

PARTICIPANTS AT NOVEMBER 15, 2000
METERING SYSTEMS AND METER READING SUBCOMMITTEE MEETING

[illegible]

Minutes: Metering Systems and Meter Reading Subcommittee Meeting

**Wednesday, November 29, 2000, 9:00 a.m.
SRP, 1600 N Priest Dr., Flagstaff Room ISB, Phoenix, Arizona**

	<i>Topic</i>	<i>Lead</i>	<i>Anticipated Outcome</i>	<i>At</i>
1	Welcome, introductions, sign-in, Review Ground Rules	Stacy Aguayo	Chair will deliver opening remarks. Subcommittee members will sign the attendance sheet and introduce themselves. Chair will review ground rules with the group.	
2	Review minutes from the prior meeting (November 15, 2000).	Stacy Aguayo	The group will review the minutes from the previous meeting and suggest revisions as needed.	
3	Discuss Equipment Purchase Authorization (EPA) form	Stacy Aguayo	Ken Grove The group will review Ken Grove's (APSES) proposal for handling the EPA when the customer owns the meter/equipment.	
4	Review final draft of Meter Forms Packet for direct access to bundled (process 1&2) services switch	Stacy Aguayo	The group will review comments to the Meter Forms Packet. Packet will be finalized and voted on for presentation to the Policy group on December 4 th . Janet Henry is to provide information for the Scaling Factor and how it is stated as an industry standard. Possibly make a final decision for the definition and formulas for Ke value of the internal recorder.	
5	Review final draft UDC Business Rule document for direct access to bundled service (process 1&2)	Stacy Aguayo	The group will review comments to the Business Rule Document. The document will be finalized and voted for presentation to the Policy group on December 4 th .	
6	Definition of timing requirement within the Business Rule Document	Stacy Aguayo	UDCs to present definitions of "within _ days of..." "_ days prior to..." etc.	
7	Discuss metering handbook layout.	Stacy Aguayo	The group will discuss the layout of the metering handbook.	
8	Discussion of future work	Stacy Aguayo	The group will discuss future work.	
9	Identify items to refer to the Policy Meeting		The group will identify items for the Policy group.	
		Stacy Aguayo		
10	Review of Metering Issues List		The group will review the metering issue list.	
11	Items for Next Meeting (Agenda)	Stacy Aguayo	The group will set the next meeting agenda	
12	Feedback on meeting from Subcommittee	Stacy Aguayo	Participants will give feedback on the meeting.	
13	Adjourn Meeting	Stacy Aguayo	Ms. Aguayo will adjourn the meeting.	